

**MINUTES**

Durham Convention & Visitors Bureau  
Tourism Development Authority Meeting  
101 East Morgan Street  
Tuesday, December 4, 2012, 3:00 PM

Newman Aguiar  
Summer Bicknell  
Deanna Crossman

Board Present

Wib Gulley  
Brenda Howerton  
Ron Hunter

Bill LeFevre  
Carl Webb

Board Absent

Cora Cole-McFadden

Staff Present

Shelly Green

E'Vonne Coleman-Cook

Guests

Joel Reitzer

Rosemarie Kitchen

Dawn Paffenroth

At 3:10 p.m., Chairman Wib Gulley called the meeting to order. Cora Cole-McFadden was excused for personal reasons. The Board took the following actions:

- Reviewed, discussed and accepted the Presidents Progress Report (attached).
- Voted to approve the minutes of the October 23, 2012 meeting (attached).
- Voted to accept the Financial Status Report as of October 31, 2012 (attached).
- Voted, with an abstention by Brenda Howerton, to recommend to the Board of County Commissioners the following members for DCVBs board: Daniel Robinson to represent Full Service Lodging and Joe Varipapa for Limited Service Lodging.
- Discussed the use of trade certificates and decided not to establish a policy for the disposition of certificates nearing expiration.
- Accepted the proposed for 2013 meeting dates (attached).
- Voted to move to executive session as permitted by GS 143-318: (a) to discuss personnel issues (Performance review of the CEO.)
- Voted to return to regular session.
- Discussed re-evaluating the performance review system.

The meeting was adjourned at 4:55 p.m.

Respectfully Submitted,



Deanna Crossman, Secretary/Treasurer